Marine Safety Office (MSO) Miami
Y2K Business Continuity and Contingency Plan Exercise
Conducted September 8, 1999

Executive Summary

The Marine Safety Office (MSO) Miami conducted a Y2K exercise with MSO personnel on September 8, 1999 for a period of 2 hours. The purpose of the exercise was to discuss and evaluate a decentralized implementation of the Captain of the Port (COTP) function as a means to ensure continued safe vessel and facility operations in south Florida ports and waterways despite Y2K related outages. In this approach, Port Control Officers from the MSO will be deployed to Pilot Stations in three of the five port areas covered by MSO Miami. Port Control Officers in Palm Beach, Port Everglades, and Miami will be empowered to direct vessel movements based on the Y2K Risk Assessment Matrix. The information about the vessels on the matrix, combined with weather, tide, and other on-scene data, will be used to determine whether the vessel can enter or depart the port and under what controls, if any. These Port Control Officers will also handle the nearby ports. The Port Control Officers will be deployed prior to Y2K; however, if normal communications remain available during the Y2K roll over, COTP decision-making will remain centralized, with Port Control Officers serving to relay COTP decisions to pilots and vessels.

The exercise also included a discussion of the field response teams that will be deployed during the Y2K roll over and included a test of emergency radio communications by Groups Miami and Key West.

Background

The MSO Miami Area of Responsibility (AOR) includes Fort Pierce, Palm Beach, Port Dania, Port Everglades, Port Miami/Miami River, and Key West. The area has a mix of commercial vessel traffic, numerous port side facilities, and extensive passenger vessel traffic with Port Miami and Port Everglades being the two largest passenger vessel ports in the world.

In order to ensure continued operations in these areas, MSO Miami has developed a BCCP to identify specific contingency plans and procedures that can be implemented in the event of Y2K related failures and other emergencies. The plan contains strategies to mitigate risks and documents procedures and assignments to enable emergency response while continuing normal operations. The plan calls for a decentralized COTP function to manage port access, pre-deployed field response teams to cover emergency situations, and afloat assets that can provide communication relays in the event that critical VHF-FM high sites are inoperable. The MSO Miami plan is designed to accommodate 7 days of sustained electrical and telephone outages. The primary purpose of the plan is to ensure readiness for Y2K critical dates; however, the planning provides an excellent framework to address any emergency situation.

MSO Miami is also working extensively to promote Y2K awareness and readiness among port stakeholders through its involvement in Waterways Management Committees in each of the ports of Palm Beach, Port Everglades and Miami. These committees consist of key maritime

community members, such as the port authority, pilots, major tug companies, and vessel and facility owner/operators. In addition, MSO Miami publishes Marine Safety Information Bulletins (MSIB) which are distributed to every known commercial organization in the maritime community including pilot organizations, shipping agents, waterfront facilities, tug companies, and passenger liner corporations.

Step 1 – Establish Major Objectives

The major objective for the exercise was to evaluate key aspects of the South Florida Y2K Plan.

Step 2 – Identify Exercise Participants

Participants are listed in the table on the below.

Participant Type	Participant
United States Coast Guard	
	Marine Safety Office (MSO), Miami Specifically, personnel assigned to: MSO Command Center Watch Port Everglades Harbormaster Miami Pilot Station Port of Palm Beach Pilot Station Monroe County EOC Liaison Miami-Dade County EOC Liaison Broward County EOC Liaison Palm Beach County EOC Liaison Pre-Deployment Field Response Teams

Table 1 – Miami Exercise Participants

Step 3 – Develop Exercise Scenario(s)

The MSO Miami exercise was a tabletop discussion that covered several areas of MSO operations during Y2K high risk periods. The tabletop discussion was conducted with unit personnel assigned to specific Y2K-related duties.

- ***Tabletop Discussion***
  - Vessel Movement Controls
  - Dangerous Cargo Handling Controls
  - Unit Response to Port and Marine Environmental Safety Emergencies
  - Loss of Electricity Area-Wide
  - Loss of Communication Systems Area Wide
  - Pre-Deployment of Personnel
  - Port Stakeholder Readiness

Step 4 – Conduct Exercise Activities

This section presents the primary MSO Miami exercise activities.

- ***Tabletop Discussion***
  - Issues were presented to the group and addressed by the players that would most likely be impacted.
  - Potential solutions and strategies were identified and discussed.
  - Action items and lessons learned were identified for action by the appropriate parties.

Step 5 – Conduct Post Exercise Analysis

The results of the post exercise analysis are provided in the table below.

No.	Observation/Explanation	Lesson Learned	Recommended Action
1	Telephone outages may impact reporting of environmental incidents.	Establish field contacts between MSO field response teams and spill response companies as a contingency to telephone system outages.	Implement field contacts.
2	Area electrical outages will affect Coast Guard VHF-FM system and commercial cell phone capability.	In the event high sites are lost due to electrical utility outages, deploy CG and CG Auxiliary assets along the south Florida Atlantic coast to serve as sending, receiving, and relaying sites. Traffic gridlock will prevent cell phone companies from reaching cell towers to refuel emergency generators or replace back-up batteries.	Groups Miami and Key West will deploy assets as needed. CG voice radio communications will become the primary means of communications between CG and maritime community if telco failures occur.
3	The Y2K readiness of waterfront facilities needs to be addressed.	Update the responses to the Y2K Risk Assessment Matrix provided by these facilities.	MSO Miami will be visiting these facilities to update responses regarding Y2K plans and to determine controls, if any, that need to be applied to each facility. Deep draft port facilities will be prepared to accept commercial traffic. Many smaller, privately owned facilities will be closed over the holiday period.

Table 2 – Miami Exercise Results

For More Information

Contact the USCG Representatives

CDR Richard Miles, Y2K Coordinator
MSO Miami
P.O. Box 01-6940
Miami, Florida USA 33101
305.535.8766
RMiles@msomiami.uscg.mil

Or, Visit the Web Sites

Marine Safety Office: http://www.uscg.mil/d7/units/mso-miami/